



## Board of General Studies MINUTES – 1400-1600, 5 September 2013, **CL 122**

Present: Stephen Branz, Peggy Plato (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (H&A), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne

Guest: Chi Nguyen (UGS)

- 1.0 Approval of Minutes (May 9): 4-0-3
- 2.0 Information Items – discussed big carry-over items from May – (1) revised Guidelines for GE/AI/GWAR; (2) role of BOGS in approving GE within the major to help high unit degree programs reduce to 120 units; (3) role of SB 1440 (Star Act)
- 3.0 Review of New Course Proposals
  - 3.1 ENGR 10 (E) (Emily Allen & Pat Backer; developed with Thalia Anagnos, Maureen Smith) – Revised greensheets presented and discussed. Consensus that the course was very good and very likely approvable, but there was not enough detail about assignments (just ran out of time at the end of semester). **Provisional APPROVAL (7-0-0)** pending final approval in Fall 2013 (based primarily on more complete assignments and possibly preliminary assessment data) – **Still pending**
  - 3.2 KIN 66 (partial E, 2 units; to be paired with a 1-unit PE activity for Area E) – **Proposal withdrawn; will be resubmitted as a Nursing specific course in future**
  - 3.3 KIN 68 (C1) – Briefly introduced by Peggy; **full consideration at next meeting (9/18)**
  - 3.4 NURS 138 (S) – **Pending; still in CASA Curriculum Comte**
- 4.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]
  - 4.1 ANTH – all courses reviewed; final letter pending discussion with department about courses – **Steve will draft memo**
  - 4.2 ENGL – revisions submitted – **Steve will draft memo**
  - 4.3 KIN – new submission – assigned to Andy – generally good with noted areas for improvement; **Steve will draft memo** based on feedback
  - 4.4 HUM – new submission – shared by “non-Andy” BOGS members – much discussion and many areas for improvement noted; discussion about assessment of integrated courses (AMS 1A/1B and Hum Hnrs; not collecting data as expected, but instructions unclear); continue discussion in Fall & invite key HUM faculty to meeting. – **will consider at next meeting (9/18)**



- 6.0 FUTURE: Revisions to the GE/AI/GWAR Guidelines –
  - 6.1 Area B3 (science lab) – discussion with COS AD Collins of some of ideas and definitions of “lab” that will suit many different disciplines. AD Collins presented several possible SLOs to stimulate discussion. She will continue discussions within the COS and draft a proposed language for this section of the Guidelines.
  - 6.2 other
- 9.0 Meeting Schedule for Fall 2013 (2-4 pm in CL 412 unless notified otherwise):  
Sep 5 (CL 122), 19, Oct 3, 17, 31, Nov 14, 21, Dec 5 (if needed)
- 10.0 Meeting Schedule for Spring 2014 (2-4 pm in CL 412 unless notified otherwise):  
Feb 6, 20, Mar 6, 20, Apr 3, 17, May 1, 8 (if needed)

## Program Review: GE Component

A department's GE courses will be reviewed during the normal program planning cycle. There will be a new section in a department's self-study that addresses GE.

**Part I:** The department summarizes its involvement in GE over the past program planning cycle and any plans for the next program planning cycle. It also reflects on how well its courses contribute to their GE Area Goals and to the larger General Education Program Objectives. (This summary and reflection shall be no more than two pages.) The department must also include an assessment schedule for all GE courses for the next program planning cycle.

**Part II:** Continuing Certification and Assessment. For each GE course, the department submits the following:

- (1) One sample greensheet reflecting how the course is currently taught, with up to, two pages of commentary explaining how the course accomplishes its GE SLOs.
- (2) An assessment report (two page maximum) for each course that includes the following:
  - a. A comprehensive evaluation of the course that may include a focus on the GE Goals for its area or other course goals.
  - b. Changes that the department has made to try to improve student success with respect to the GE SLOs,
  - c. Future plans for course modifications, if applicable.
- (3) An appendix consisting of the annual course assessment forms.

BOGS then receives the GE section of the department's program planning self-study and reviews the materials on individual courses:

  - (1) Is the course consistent with the GE Guidelines?
  - (2) Is assessment allowing or supporting improvements to instruction?
  - (3) Are there lessons from the course for GE at SJSU?

BOGS can either (1) continue to certify the course through the next program planning cycle or (2) seek clarifications or discuss its concerns with the department. When those concerns are resolved, then the course's G. E. certification is to be continued through the next program planning cycle. If its concerns cannot be resolved, then BOGS can recommend to the Committee on Curriculum and Research (C & R) that the course be decertified. C & R makes the final decision, and the department has the right to appear before the Committee. If a member of BOGS has voted on the matter when it was before BOGS, then he or she shall not vote on it again when it comes before C&R.



**Board of General Studies**  
**MINUTES – 1400-1600, 19 September 2013, CL 412**

Present: Stephen Branz, Dennis Jaehne, Peggy Plato (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (H&A), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: n/a

Guests: Cindy Baer, Kelly Harrison, & Stef Frazier (Stretch English), Elaine Collins & Monika Kress (COS, Area B3), Chi Nguyen (UGS)

1.0 Approval of Minutes (Sep 5): 7-0-0

2.0 Information Items

- 2.1 Report on Statway Pilot (2 year extension just granted by GEAC) & Statway training (CSU-EB & SJSU) – future presentation of data vs traditional remedial
- 2.2 Expansion of Humanities Honors and AMS 1A/B (doubling capacity)

3.0 Stretch English (A2) – TIME CERTAIN – 2:10 pm – preliminary presentation – attachments

- 3.1 side-by-side comparison of ENGL 1A & Stretch English (ENGL 1AF & ENGL 1AS)
- 3.2 pilot (proposal for ≥ 2 years starting Fall 2014) vs full scale
- 3.3 curricular structure for existing LLD Remedial vs Stretch AND unresolved issues

4.0 Defining Area B3 in GE Guidelines – TIME CERTAIN – 3:00 pm – Area B3 (science lab) – discussion continued from Spring 13 with COS AD Collins and COS Curr Committee member Monika Kress. Discussion included ideas and definitions of “lab” that will suit many different disciplines and pedagogical delivery methods. AD Collins presented several possible SLOs to stimulate discussion. Key features will probably include (appropriate) observations, data analysis, and conclusions. The COS will consider further and draft a proposed language for this section of the Guidelines.

5.0 WASC GE Program Assessment Rubric – How would we rate our program? (attachment) – BOGS self analysis:

<u>Criterion</u>	<u>Rubric Rating (Initial, Emerging, Developed, Highly Developed)</u>
GE Outcomes	Program = Emerging; GE Areas = Developed
Curriculum Alignment w/ Outcomes	Emerging/Developed (best for Writing & Integrated GE)
Assessment Planning	Developed
Assessment Implementation	<did not discuss>
Use of Results	<did not discuss>

6.0 Review of New Course Proposals

- 6.1 KIN 68 (C1) – introduced at Sep 5 meeting – **will reconsider at Oct 3 meeting**
- 6.2 ENGR 10 (E) (Emily Allen & Pat Backer; developed with Thalia Anagnos, Maureen Smith) – Revised greensheets presented and discussed. Consensus that the course was very good and very likely approvable, but there was not enough detail about assignments (just ran out of time at the end of semester). **Provisional APPROVAL (7-0-0) pending final approval in Fall 2013** (based primarily on more complete assignments and possibly preliminary assessment data) – **will reconsider at Oct 17 meeting**
- 6.3 KIN 66 (partial E, 2 units; to be paired with a 1-unit PE activity for Area E) – **pending**
- 6.4 NURS 138 (S) – **pending**

7.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]

- 7.1 ANTH – all courses reviewed; final letter pending discussion with department about courses – **Steve will draft memo**
- 7.2 ENGL – revisions submitted – **Steve will draft memo**
- 7.3 KIN – new submission – assigned to Andy – generally good with noted areas for improvement; **Steve will draft memo** based on feedback
- 7.4 HUM – new submission – shared by “non-Andy” BOGS members – much discussion and many areas for improvement noted; discussion about assessment of integrated courses (AMS 1A/1B and Hum Hrs; not collecting data as expected, but instructions unclear); continue discussion in Fall & invite key HUM faculty to meeting.

8.0 Meeting Schedule for Fall 2013 (2-4 pm in CL 412 unless notified otherwise):  
Sep 5 (CL 122), 19, Oct 3, 17, 31, Nov 14, 21, Dec 5 (if needed)

9.0 Meeting Schedule for Spring 2014 (2-4 pm in CL 412 unless notified otherwise):  
Feb 6, 20, Mar 6, 20, Apr 3, 17, May 1, 8 (if needed)

## Program Review: GE Component

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BOGS then receives the GE section of the department's program planning self-study and reviews the materials on individual courses:

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BOGS can either (1) continue to certify the course through the next program planning cycle or (2) seek clarifications or discuss its concerns with the department. When those concerns are resolved, then the course's G. E. certification is to be continued through the next program planning cycle. If its concerns cannot be resolved, then BOGS can recommend to the Committee on Curriculum and Research (C & R) that the course be decertified. C & R makes the final decision, and the department has the right to appear before the Committee. If a member of BOGS has voted on the matter when it was before BOGS, then he or she shall not vote on it again when it comes before C&R.



**Board of General Studies**  
**MINUTES – 1400-1600, 3 October 2013, CL 412**

Present: Stephen Branz, Dennis Jaehne, Peggy Plato (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (CHA), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: n/a

Guests: Nicole Loeser & Chi Nguyen (UGS)

1.0 Approval of Minutes (Sep 19): 7-0-0

2.0 Information Items

2.1 Guidelines for GE-AI-GWAR moving through C&R (finally!) – Steve presented Sep 30. Revised version incorporates minor changes suggested by C&R.

3.0 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.

4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units)

4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C?)

4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)

5.0 WASC GE Program Assessment Rubric – How would we rate our program? (attachment)  
BOGS self analysis (continued)

Criterion      Rubric Rating (Initial, Emerging, Developed, Highly Developed)

GE Outcomes                      Program = Emerging; GE Areas = Developed

Curriculum  
Alignment w/  
Outcomes                      Emerging/Developed (best for Writing & Integrated GE)

Assessment Planning              Developed

Assessment Implementation      <did not discuss>

Use of Results                      <did not discuss>

6.0 Review of New Course Proposals

6.1 KIN 68 (C1) – New Course APPROVED (6-0-1) [needs revised Assessment Schedule]

- 6.2 ENGR 10 (E) (Emily Allen & Pat Backer; developed with Thalia Anagnos, Maureen Smith) – **Provisional APPROVAL (7-0-0) pending final approval in Fall 2013** (based primarily on more complete assignments and possibly preliminary assessment data) – **will reconsider at Oct 17 meeting**
- 6.3 KIN 66 (partial E, 2 units; to be paired with a 1-unit PE activity for Area E) – **pending**
- 6.4 NURS 138 (S) – **pending**
- 6.5 Stretch English (tentatively ENGL 1AF & 1AS) – **pending final consideration by WRC**
  
- 7.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]

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- 8.0 Meeting Schedule for Fall 2013 (2-4 pm in CL 412 unless notified otherwise):  
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## Board of General Studies MINUTES – 1400-1600, 17 October 2013, CL 412

Present: Stephen Branz, Peggy Plato (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (CHA), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne

Guests: Chi Nguyen (UGS), Thalia Anagnos & Len Wesley (ENGR 10), Kathy Abriam-Yago & Lori Rodriguez (NURS 138), Stretch English (Cindy Baer, Kelly Harrison, & Stef Frazier)

- 1.0 Approval of Minutes (Oct 3): 7-0-0
- 2.0 Information Items
  - 2.1 Guidelines for GE-AI-GWAR moving through C&R (finally!) – Steve presented Sep 30; attended gain Oct 7 to answer questions. Will go for First Reading to the Senate October 21. Revised version incorporates minor changes suggested by C&R.
- 3.0 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes
  - 4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C?)
  - 4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)
- 5.0 Review of New Course Proposals
  - 5.1 ENGR 10 (E) (Thalia Anagnos, Len Wesley) – Spring 2013 **Provisional APPROVAL (7-0-0) pending final approval in Fall 2013** – No vote taken. Request more information from Thalia, esp, (1) meeting SLO #1, (2) presenting a weekly schedule, and (3) inquiring about future input from Maureen Smth (or other faculty with expertise in development). – *[NOTE: post-meeting – schedule had been provided in Spring 2013, but not re-circulated for this presentation]*
  - 5.2 NURS 138 (S) (Kathy Abriam-Yago & Lori Rodriguez) – **APPROVED (7-0-0) pending some minor changes** (overseen by Steve; SLO #2 esp but for all SLOs, give some examples in the annotated GS; show alignment of rating items in the rubric with the GELOs)
  - 5.3 GLST 188 (V) (Kate Davis & David Buseck) – new subtitle (#2) for existing GE course – missed the **TIME CERTAIN (2:30 pm)** – **will be first up at next meeting**
  - 5.4 Stretch English (tentatively ENGL or UNVS 1AF & 1AS) – **APPROVED by WRC Oct 4 (with a few details not yet resolved)** – still awaiting resolution of several details prior to final vote; discussion continued (needs accessible GS & assessment schedule)

5.5 KIN 66 (partial E, 2 units; to be paired with a 1-unit PE activity for Area E) – **pending**

5.6 ENGR 195SV (S & V) (David Parent & Len Wesley) – **pending**

6.0 WASC GE Program Assessment Rubric – How would we rate our program? (attachment)  
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7.5 GEOL – Rec’d Sept 13, 2013

8.0 Meeting Schedule for Fall 2013 (2-4 pm in CL 412 unless notified otherwise):  
Sep 5 (CL 122), 19, Oct 3, 17, 31, Nov 14, 21, Dec 5 (if needed)

9.0 Meeting Schedule for Spring 2014 (2-4 pm in CL 412 unless notified otherwise):  
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## Board of General Studies MINUTES – 1400-1600, 31 October 2013, CL 412

Present: Stephen Branz, Peggy Plato (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (CHA), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne

Guests: Chi Nguyen (UGS), Stretch English (Cindy Baer, Kelly Harrison, & Stef Frazier), GLST 188 (Kate Davis)

1.0 Approval of Minutes (Oct 17): 7-0-0

2.0 Information Items

2.1 Guidelines for GE-AI-GWAR moving through C&R (finally!) – Steve presented Sep 30; attended gain Oct 7 to answer questions. Will go for First Reading to the Senate October 21st. Revised version incorporates minor changes suggested by C&R.

3.0 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.

4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes

4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C?)

4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)

5.0 Review of New Course Proposals

5.1 GLST 188 (V) (Kate Davis) – new subtitle (#2) for existing GE course – **APPROVED (7-0-0)**

5.2 ENGR 10 (E) (Thalia Anagnos, Len Wesley) – postpone until Nov 14 meeting

5.3 Stretch English (tentatively ENGL or UNVS 1AF & 1AS) – **APPROVED (with a few details not resolved) by WRC; still needs H&A Curr Cmte approval** – decisions reached:

\* Spring semester (only) will be designated Area A2, but content evaluation, word counts, assessment plan and annual reports, etc. must cover both semesters

\* Name = HA 96F & HA 96S

\* Grading for Fall (HA 96F) split opinion – ABC/NC (3); CR/NC (4)  
(see image of Simon's grid of Pro/Con sent as image by Chi)

\* Passing (ie, non-NC) grade as prerequisite for HA 96S

\* Grading for Spring (HA 96S) – full letter (A-F)

\* Reaffirm enrollment cap of 25

[\* LLD 4 lab for Fall only (not really a BOGS decision)]



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## **Board of General Studies**

### **MINUTES – 1400-1600, 14 November 2013, CL 412**

Present: Stephen Branz, Peggy Plato (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (CHA), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne

Guests: Chi Nguyen (UGS), Thalia Anagnos & Len Wesley (ENGR 10), ENGR 195A/B (Pat Backer, David Parent, Nicole Okamoto, Lee Chang, Kamran Turkoglu)

- 1.0 Approval of Minutes (Oct 31): 6-0-1
- 2.0 Information Items
  - 2.1 More minor changes to the GE-AI-GWAR Guidelines being considered for a (second) First Reading at the Senate, Mon, Nov 18.
- 3.0 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes – **pending approval of revised GE Guidelines**
  - 4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C?)
  - 4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)
- 5.0 Review of New Course Proposals
  - 5.1 ENGR 10 (E) (Thalia Anagnos, Len Wesley) – **APPROVED (5-2-0)**; Peggy & Simon volunteered to meet with Thalia to work cooperatively on remaining concerns
  - 5.2 Stretch English (tentatively ENGL or UNVS 1AF & 1AS) – **pending approval by H&A Curriculum Cmte**
  - 5.3 ENGR 195A & 195B (S & V) (David Parent & Len Wesley) – introductory discussion; to be continued at Nov 21 meeting (EE serving as model for other Engineering depts.)
  - 5.4 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – will distribute for Nov 21 meeting (tentatively at 2:30 pm)
  - 5.5 KIN 66 (partial E, 2 units; to be paired with a 1-unit PE activity for Area E) – **pending**

6.0 WASC GE Program Assessment Rubric – How would we rate our program? (attachment)  
BOGS self analysis (continued)

<u>Criterion</u>	<u>Rubric Rating (Initial, Emerging, Developed, Highly Developed)</u>
GE Outcomes	Program = Emerging; GE Areas = Developed
Curriculum Alignment w/ Outcomes	Emerging/Developed (best for Writing & Integrated GE)
Assessment Planning	Developed
Assessment Implementation	<did not discuss>
Use of Results	<did not discuss>

7.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]

- 7.1 ANTH – all courses reviewed; final letter pending discussion with department about courses – **Steve will draft memo**
- 7.2 ENGL – revisions submitted – **Steve will draft memo**
- 7.3 KIN – new submission – assigned to Andy – generally good with noted areas for improvement; **Steve will draft memo** based on feedback
- 7.4 HUM – new submission – shared by “non-Andy” BOGS members – much discussion and many areas for improvement noted; discussion about assessment of integrated courses (AMS 1A/1B and Hum Hrs; not collecting data as expected, but instructions unclear); continue discussion in Fall & invite key HUM faculty to meeting.
- 7.5 GEOL – Rec’d Sept 13, 2013

8.0 Meeting Schedule for Fall 2013 (2-4 pm in CL 412 unless notified otherwise):  
Sep 5 (CL 122), 19, Oct 3, 17, 31, Nov 14, 21, Dec 5 (if needed)

9.0 Meeting Schedule for Spring 2014 (2-4 pm in CL 412 unless notified otherwise):  
Feb 6, 20, Mar 6, 20, Apr 3, 17, May 1, 8 (if needed)

## Program Review: GE Component

A department's GE courses will be reviewed during the normal program planning cycle. There will be a new section in a department's self-study that addresses GE.

**Part I:** The department summarizes its involvement in GE over the past program planning cycle and any plans for the next program planning cycle. It also reflects on how well its courses contribute to their GE Area Goals and to the larger General Education Program Objectives. (This summary and reflection shall be no more than two pages.) The department must also include an assessment schedule for all GE courses for the next program planning cycle.

**Part II:** Continuing Certification and Assessment. For each GE course, the department submits the following:

- (1) One sample greensheet reflecting how the course is currently taught, with up to, two pages of commentary explaining how the course accomplishes its GE SLOs.
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  - b. Changes that the department has made to try to improve student success with respect to the GE SLOs,
  - c. Future plans for course modifications, if applicable.
- (3) An appendix consisting of the annual course assessment forms.

BOGS then receives the GE section of the department's program planning self-study and reviews the materials on individual courses:

  - (1) Is the course consistent with the GE Guidelines?
  - (2) Is assessment allowing or supporting improvements to instruction?
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BOGS can either (1) continue to certify the course through the next program planning cycle or (2) seek clarifications or discuss its concerns with the department. When those concerns are resolved, then the course's G. E. certification is to be continued through the next program planning cycle. If its concerns cannot be resolved, then BOGS can recommend to the Committee on Curriculum and Research (C & R) that the course be decertified. C & R makes the final decision, and the department has the right to appear before the Committee. If a member of BOGS has voted on the matter when it was before BOGS, then he or she shall not vote on it again when it comes before C&R.



## Board of General Studies MINUTES – 1400-1600, 21 November 2013, CL 412

Present: Stephen Branz, Peggy Plato (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (CHA), Jon Hendricks (COS)

Absent: Dennis Jaehne, Kathleen McConnell (COSS)

Guests: Chi Nguyen (UGS), ENGR 195A/B (Len Wesley, Pat Backer, David Parent, Nicole Okamoto), FORL 25 (Damian Bacich, Jean-Luc Desalvo), HUM 177A/B (Cynthia Rostankowski)

- 1.0 Approval of Minutes (Nov 14): 5-0-0
- 2.0 Information Items
  - 2.1 Report on First Reading of GE-AI-GWAR Guidelines at Academic Senate (Nov 18).
- 3.0 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes – **pending approval of revised GE Guidelines**
  - 4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C?)
  - 4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)
- 5.0 Review of New Course Proposals
  - 5.1 Stretch English (HA 96F & HA 96S) – **pending approval by H&A Curriculum Cmte**
  - 5.2 FORL 25 (C1/C2-9 units) (Jean-Luc Desalvo) – **pending approval by H&A Curriculum Cmte** – no major objections; suggestion to do only 3 languages and not 5 (Steve)
  - 5.2 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – **pending approval by H&A Curriculum Cmte** – suggestions to clearly label GELOs and CLOs; include Integrative Learning SLOs; examine sample greensheets for the individual seminars; for the “science” content, move beyond history and philosophy of science to address SLO3 more directly (apply a scientific approach to answer questions about the earth & environment)
  - 5.3 ENGR 195A & 195B (S & V) (David Parent & Len Wesley) – **APPROVED provisionally (6-0-0) for EE along with EE 198A & 198B** for 2 years with provisions to be addressed between now and then (and anticipating approval of other degree programs Dec 5 or early Spring 2014); all four courses (ENGR 195A & 195B, and both semesters of senior projects must be passed with C or Better grades to get S&V credit



- 7.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]
- 7.1 ANTH – all courses reviewed; final letter pending discussion with department about courses – **Steve will draft memo**
- 7.2 ENGL – revisions submitted – **Steve will draft memo**
- 7.3 KIN – new submission – assigned to Andy – generally good with noted areas for improvement; **Steve will draft memo** based on feedback
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- 7.5 GEOL – Rec’d Sept 13, 2013
- 8.0 Meeting Schedule for Fall 2013 (2-4 pm in CL 412 unless notified otherwise):  
Sep 5 (CL 122), 19, Oct 3, 17, 31, Nov 14, 21, Dec 5 (if needed)
- 9.0 Meeting Schedule for Spring 2014 (2-4 pm in CL 412 unless notified otherwise):  
Feb 6, 20, Mar 6, 20, Apr 3, 17, May 1, 8 (if needed)

## Program Review: GE Component

A department's GE courses will be reviewed during the normal program planning cycle. There will be a new section in a department's self-study that addresses GE.

**Part I:** The department summarizes its involvement in GE over the past program planning cycle and any plans for the next program planning cycle. It also reflects on how well its courses contribute to their GE Area Goals and to the larger General Education Program Objectives. (This summary and reflection shall be no more than two pages.) The department must also include an assessment schedule for all GE courses for the next program planning cycle.

**Part II:** Continuing Certification and Assessment. For each GE course, the department submits the following:

- (1) One sample greensheet reflecting how the course is currently taught, with up to, two pages of commentary explaining how the course accomplishes its GE SLOs.
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BOGS then receives the GE section of the department's program planning self-study and reviews the materials on individual courses:

  - (1) Is the course consistent with the GE Guidelines?
  - (2) Is assessment allowing or supporting improvements to instruction?
  - (3) Are there lessons from the course for GE at SJSU?

BOGS can either (1) continue to certify the course through the next program planning cycle or (2) seek clarifications or discuss its concerns with the department. When those concerns are resolved, then the course's G. E. certification is to be continued through the next program planning cycle. If its concerns cannot be resolved, then BOGS can recommend to the Committee on Curriculum and Research (C & R) that the course be decertified. C & R makes the final decision, and the department has the right to appear before the Committee. If a member of BOGS has voted on the matter when it was before BOGS, then he or she shall not vote on it again when it comes before C&R.



## Board of General Studies MINUTES – 1400-1600, 5 December 2013, CL 412

Present: Stephen Branz, Peggy Plato (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (H&A), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne

Guests: Chi Nguyen (UGS), ENGR 195A/B (Pat Backer), ME 195A/B (Nicole Okamoto), MatE 198A/B (Stacy Gleixner), HUM 177A/B (Cynthia Rostankowski), CHEM-Biochem program (Elaine Collins, Marc D'Alarcao), HA 96F/S (Cindy Baer, Kelly Harrison, Stef Frazier), GEOG 110 (Kate Davis)

- 1.0 Approval of Minutes (Nov 21): 6-0-1
- 2.0 Information Items – review of agenda, priorities, options
- 3.0 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes – **pending approval of revised GE Guidelines**
  - 4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C?)
  - 4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)
- 5.0 Review of New Course Proposals
  - 5.1 ME 195A & 195B (Mechanical Engineering), MatE 198A & 198B (Materials Engineering), and all other ABET Accredited Engineering “S & V integrated senior projects” to be considered first on agenda for **Feb 6 – TIME CERTAIN – 2:10 pm**
  - 5.2 CHEM-Biochem program (proposal to meet Area R within the major; time sensitive (part of) proposal to reduce high unit program to 120 units) – **Vote to APPROVE failed (0-7-0); will submit revised proposal in Feb for approval by Spring Break** [NOTE: Dennis will ask for submission of alternate plans to reduce to 120 units if the integration of Area R is not approved in Spring 14] – some concerns:
    - \* Insufficient “Earth & Environment” content (this area is more than just “science”)
    - \* Area R SLOs, linked assignments, and assessment strategies were not defined at all nor included in the representative greensheet provided; OK to meet Area R across a set of courses, but need to be explicit about how this will be done
    - \* Include more explicitly diversity and civic learning
  - 5.3 Stretch English (HA 96F & HA 96S) – **HA 96S (A2) APPROVED (7-0-0) for duration of 2-3 year pilot** – Notes: HA 96F graded CR/NC w/ shadow grading during pilot; HA 96S graded A-F with both remedial and Area A2 satisfied by grade of “C or Better”

- 5.4 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – **PROVISIONALLY APPROVED (6-1-0) for AY 2014-15 offering; will submit revised proposal in Feb for full approval by Spring Break** – some concerns:  
 \* Cynthia R had been working from the incorrect SLO list; will reformat according to SLOs in Guidelines  
 \* Inclusion of Integrative SLOs (to be assessed with the AAC&U VALUE Rubric)  
 \* More attention to Area R SLOs, in particular SLO 3
- 5.5 ENVS 150 (S) (course/department not represented at meeting) – **PROVISIONALLY APPROVED (6-0-1) for AY 2014-15 offering; will submit revised proposal for full approval by Spring Break** – Steve will contact ENVS – some concerns:  
 \* SLO1 – content & linked assignments not focused enough on identities  
 \* Assignments – expand descriptions and assessment methodologies (eg, rubrics, other?)
- 5.6 FORL 25 (C1/C2-9 units) (course/department not represented at meeting) – **Vote to APPROVE failed (0-6-1) but with encouragement to resubmit in Spring 2014 (for Spring 2015 first offering)** – Steve will contact WLL – some concerns:  
 \* explain expansion of 3-week modules to 5-week modules  
 \* Choice of languages – recommend (not require) inclusion of non-Western language  
 \* Arts Content Requirement (a) – “experience significant works of art in the classroom, and in performances or exhibitions” – Is online compatible?
- 5.7 GEOG 110 (V) – **No vote taken (as recommended by Chair Kate Davis); will submit revised proposal Spring 2014 (for Spring 2015 first offering)**
- 5.8 KIN 66 (partial E, 2 units; to be paired with a 1-unit PE activity for Area E) – **pending**
- 6.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]
- 6.1 ANTH – all courses reviewed; final letter pending discussion with department about courses – **Steve will draft memo**
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- 6.5 GEOL – Rec’d Sept 13, 2013
- 7.0 Meeting Schedule for Fall 2013 (2-4 pm in CL 412 unless notified otherwise):  
 Sep 5 (CL 122), 19, Oct 3, 17, 31, Nov 14, 21, Dec 5 (if needed)
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## Program Review: GE Component

A department's GE courses will be reviewed during the normal program planning cycle. There will be a new section in a department's self-study that addresses GE.

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## Board of General Studies MINUTES – 1400-1600, 6 February 2014, CL 412

Present: Stephen Branz, Dennis Jaehne, Matt MASucci (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne, Revathi Krishnaswamy (H&A)

Guests: Chi Nguyen (UGS), Pat Backer (ENGR 195A/B), Nicole Okamoto (ME 195A/B), Stacy Gleixner (MatE 198A/B), Nikos Mourtos (AE 171A/B and 172 A/B)

- 1.0 Approval of Minutes (Dec 5): 5-0-1
- 2.0 Information Items –
  - 2.1 GE/AI/GWAR Guidelines; (Second) First Reading Feb 10.
  - 2.2 **March 6 meeting – rescheduled to Mar 13**
- 3.0 GE/AI/GWAR Guidelines
  - 3.1 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
  - 3.2 Proposed change in wording to Category 2 modifications (section permitting existing Intensive Science and Intensive Math) – **APPROVED (6-0-0)**
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes – **pending approval of revised GE Guidelines**
  - 4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C?)
  - 4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)
- 5.0 Review of New Course Proposals
  - 5.1 Vote was delayed in favor generic discussion about (1) the whole structure of the Engineering proposal(s) including which programs are following the EE model and which are not, (2) the Pat Backer-revised common greensheets for ENGR 195A & 195B, and (3) dept-specific discussion of the ME, MATE, and AE proposals (presented by Nicole, Stacy, and Nikos respectively) describing the different departmental implementations of Areas S & V senior projects.
  - 5.2 Consider six ABET-Accredited Engineering programs in sequence at next mtg (**Feb 20 – TIME CERTAIN – 2:10 pm until approx. 3:15 pm**) ME 195A/B (Mechanical Engineering), MatE 198A/198B (Materials Engineering), AE 171A/B & 171A/B (Aerospace Engineering), BME 198A/B (Biomedical Engineering), ISE 195A/B (Industrial & Systems Engineering), and CMPE 195A/B (Computer Engineering),
  - 5.3 Consider two ABET-Accredited Engineering programs if time permits, but most likely at Mar 13 meeting – CHE 160B, 161, 165 (Chemical Engineering), and CE 150, 162, 165 (Civil Engineering)

- 5.4 CHEM-Biochem program (proposal to meet Area R within the major; time sensitive (part of) proposal to reduce high unit program to 120 units) – **Vote to APPROVE failed (0-7-0)**; revisions submitted Feb 6; included to note date of receipt; for **consideration Feb 20** [NOTE: Dennis asked for submission of alternate plans to reduce to 120 units if the integration of Area R is not approved in Spring 14] – some concerns:  
 \* Insufficient “Earth & Environment” content (this area is more than just “science”)  
 \* Area R SLOs, linked assignments, and assessment strategies were not defined at all nor included in the representative greensheet provided; OK to meet Area R across a set of courses, but need to be explicit about how this will be done  
 \* Include more explicitly diversity and civic learning
- 5.5 *Late news* – BIOL-all concentrations (proposal to meet Area R within the major) – submitted Feb 7; included to note date of receipt; for **consideration Feb 20**
- 5.6 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – **PROVISIONALLY APPROVED (6-1-0) for AY 2014-15 offering; will submit revised proposal in Feb for full approval by Spring Break** – some concerns:  
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 \* Choice of languages – recommend (not require) inclusion of non-Western language  
 \* Arts Content Requirement (a) – “experience significant works of art in the classroom, and in performances or exhibitions” – Is online compatible?
- 5.9 MUSC 118 (V) (Janet Averett) – **Submitted Dec 17**; consider Mar 13 as new course for Spring 2015
- 5.10 MUSC 119 (S) (Janet Averett) – **Submitted Dec 17**; consider Mar 13 as new course for Spring 2015
- 5.11 GEOG 105 (S) (Kathrine Richardson, Kate Davis) – **will submit during Spring 14**
- 5.12 KIN 66 (partial E, 2 units; to be paired with a 1-unit PE activity for Area E) – **pending**

- 6.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]
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Sep 5 (CL 122), 19, Oct 3, 17, 31, Nov 14, 21, Dec 5 (if needed)
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## **Board of General Studies**

### **MINUTES – 1400-1600, 20 February 2014, CL 412**

Members: Stephen Branz, Dennis Jaehne, Matthew Masucci (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (H&A), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne

Guests: Stacy Gleixner (Chair, C&R), Chi Nguyen (UGS), ME 195A/B (Nicole Okamoto), MatE 198A/B (Stacy Gleixner), AE 171A/B & 172 A/B (Nikos Mourtos), BME 198A/B (Stacy Gleixner), ISE 195A/B (Yasser Dessouky), CompE 195A/B (Xiao Su & Keith Perry), CHEM-Biochem program (Elaine Collins, Marc D'Alarcao), BIOL programs (Elaine Collins, Miri VanHoven)

1.0 Approval of Minutes (Feb 6): 5-0-1

2.0 Information Items –

2.1 GE/AI/GWAR Guidelines; report on First Reading Feb 10. Concerns:

2.1.1 A1 (& A2) as prereqs for A3 – are the SLOs reflecting the need for the prereq(s)

2.1.2 Class size for A3 – change from “Enrollment shall normally be limited to 25 students” to “Enrollment must be limited to 25 students”

2.1.3 many Qs about Modifications to GE (Categories 1, 2, 3)

3.0 GE/AI/GWAR Guidelines

3.1 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.

3.2 Restricting access to GE courses (eg, for majors) – when to permit or not; recent examples include ENGR 10 and NURS 138; recent inquiry about MATH 12

3.3 Area R Inconsistency – goals statement (“...physical universe **and** its life forms”) and the content objective (“life forms **or** the physical universe”) – Vote **APPROVE (7-0-0) the use of “or” in both statements**

4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes – **pending approval of revised GE Guidelines**

4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C?)

4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)

5.0 Review of New Course Proposals

5.1 [In addition to previously approved (Nov 21, 2013) ENGR 19A/B & EE 198A/B] ME 195A/B (Mechanical Engineering), MatE 198A/198B (Materials Engineering), AE 171A/B & 171A/B (Aerospace Engineering), BME 198A/B (Biomedical Engineering), ISE 195A/B (Industrial & Systems Engineering), and CMPE 195A/B (Computer Engineering) – **APPROVE all six provisionally (6-0-0) for 2 years (through Spring 2016) with provisions to be addressed.**

NOTE: all four courses (ENGR 195A & 195B, and both semesters of senior projects) must be passed with C or Better grades to get S&V credit

- (1) Prepare a single “common greensheet” showing all Engineering degree programs – each department will then delete the other departments prior to use for its own Senior Project course(s). – **Done**
  - (2) Solicit, and have prepared and taught, additional Content Modules prepared by H&A faculty for ENGR 195A & 195B (currently lacking in AY 2013-14 pilot). Concerns about sufficient faculty expertise and content knowledge from both colleges (Social Sciences and Humanities & the Arts) will need to be addressed
  - (3) Address scaling issues, esp the grading of writing assignments associated with the large ENGR 195A & 195B courses (COSS & CHA faculty and/or their graders should be involved)
  - (4) Rather than generate generic “S&V Assignments” for the Senior Project courses, let individuals and/or groups do their own integration of S&V in unique and appropriate (and non-superficial) ways into their projects.
  - (5) Report back on length of assignments (the in-depth model, eg, EE vs the broader, shorter paper model, eg, ME)
  - (6) Submit an Interim Report; the additional suggestion was made that BOGS members visit the Senior Project presentations in one and/or two years.
  - (7) Modify the course title (perhaps Social and Cultural Issues, rather than Global and Social Issues; desire for parallel construction per Revathi)
  - (8) Dept specific greensheets need to be revised for course description and co-req information
- 5.2 **Pending** – two ABET-Accredited Engineering programs at Mar 13 meeting – CHE 160B, 161, 165 (Chemical Engineering), and CE 150, 162, 165 (Civil Engineering)
- 5.3 CHEM-Biochem program (revised proposal to meet Area R within the major with CHEM 130A & CHEM 131B) – **APPROVE (7-0-0)** – Note: clearing of Area R in the degree audit will be associated with completion of CHEM 131B (because CHEM 130A is a prerequisite for CHEM 131B)
- 5.4 BIOL-all concentrations (proposal to meet Area R within the major) – submitted Feb 7; preliminary discussion; will continue at March 13 meeting. Concerns:
- \* defined capstone course for each major, but other two courses are not prerequisite
  - \* practice & feedback for writing assignments needs better explanation, eg, all 3000 words appear to be final draft for BIOL 160
  - \* assignments to address pseudoscience
- 5.5 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – **PROVISIONALLY APPROVED (6-1-0) for AY 2014-15 offering; will submit revised proposal in Feb for full approval by Spring Break** – some concerns:
- \* Cynthia R had been working from the incorrect SLO list; will reformat according to SLOs in Guidelines
  - \* Inclusion of Integrative SLOs (to be assessed with the AAC&U VALUE Rubric)
  - \* More attention to Area R SLOs, in particular SLO 3

- 5.6 ENVS 150 (S) (course/department not represented at meeting) – **PROVISIONALLY APPROVED (6-0-1) for AY 2014-15 offering; will submit revised proposal for full approval by Spring Break** – Steve will contact ENVS – some concerns:  
 \* SLO1 – content & linked assignments not focused enough on identities  
 \* Assignments – expand descriptions and assessment methodologies (eg, rubrics, other?)
- 5.7 FORL 25 (C1/C2-9 units) (course/department not represented at meeting) – **Vote to APPROVE failed (0-6-1) but with encouragement to resubmit in Spring 2014 (for Spring 2015 first offering)** – Steve will contact WLL – some concerns:  
 \* explain expansion of 3-week modules to 5-week modules  
 \* Choice of languages – recommend (not require) inclusion of non-Western language  
 \* Arts Content Requirement (a) – “experience significant works of art in the classroom, and in performances or exhibitions” – Is online compatible?
- 5.8 MUSC 118 (V) (Janet Averett) – **Submitted Dec 17**; consider Mar 13 as new course for Spring 2015
- 5.9 MUSC 119 (S) (Janet Averett) – **Submitted Dec 17**; consider Mar 13 as new course for Spring 2015
- 5.10 GEOG 105 (S) (Kathrine Richardson, Kate Davis) – **will submit during Spring 14**
- 5.11 KIN 66 (partial E, 2 units; to be paired with a 1-unit PE activity for Area E) – **withdrawn** based on KIN presentation to C&R Feb 17, 2014
- 6.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]
- 6.1 ANTH – all courses reviewed; final letter pending discussion with department about courses – **Steve will draft memo**
- 6.2 ENGL – revisions submitted – **Steve will draft memo**
- 6.3 KIN – new submission – assigned to Andy – generally good with noted areas for improvement; **Steve will draft memo** based on feedback
- 6.4 HUM – new submission – shared by “non-Andy” BOGS members – much discussion and many areas for improvement noted; discussion about assessment of integrated courses (AMS 1A/1B and Hum Hrs; not collecting data as expected, but instructions unclear); continue discussion in Fall & invite key HUM faculty to meeting.
- 6.5 GEOL – Rec’d Sept 13, 2013
- 7.0 Meeting Schedule for Fall 2013 (2-4 pm in CL 412 unless notified otherwise):  
 Sep 5 (CL 122), 19, Oct 3, 17, 31, Nov 14, 21, Dec 5 (if needed)
- 8.0 Meeting Schedule for Spring 2014 (2-4 pm in CL 412 unless notified otherwise):  
 Feb 6, 20, (Mar 6-rescheduled to following week), Mar 13, 20, Apr 3, 17, May 1, 8 (if needed)

## Program Review: GE Component

A department's GE courses will be reviewed during the normal program planning cycle. There will be a new section in a department's self-study that addresses GE.

**Part I:** The department summarizes its involvement in GE over the past program planning cycle and any plans for the next program planning cycle. It also reflects on how well its courses contribute to their GE Area Goals and to the larger General Education Program Objectives. (This summary and reflection shall be no more than two pages.) The department must also include an assessment schedule for all GE courses for the next program planning cycle.

**Part II:** Continuing Certification and Assessment. For each GE course, the department submits the following:

- (1) One sample greensheet reflecting how the course is currently taught, with up to, two pages of commentary explaining how the course accomplishes its GE SLOs.
- (2) An assessment report (two page maximum) for each course that includes the following:
  - a. A comprehensive evaluation of the course that may include a focus on the GE Goals for its area or other course goals.
  - b. Changes that the department has made to try to improve student success with respect to the GE SLOs,
  - c. Future plans for course modifications, if applicable.
- (3) An appendix consisting of the annual course assessment forms.

BOGS then receives the GE section of the department's program planning self-study and reviews the materials on individual courses:

  - (1) Is the course consistent with the GE Guidelines?
  - (2) Is assessment allowing or supporting improvements to instruction?
  - (3) Are there lessons from the course for GE at SJSU?

BOGS can either (1) continue to certify the course through the next program planning cycle or (2) seek clarifications or discuss its concerns with the department. When those concerns are resolved, then the course's G. E. certification is to be continued through the next program planning cycle. If its concerns cannot be resolved, then BOGS can recommend to the Committee on Curriculum and Research (C & R) that the course be decertified. C & R makes the final decision, and the department has the right to appear before the Committee. If a member of BOGS has voted on the matter when it was before BOGS, then he or she shall not vote on it again when it comes before C&R.



## Board of General Studies MINUTES – 1400-1600, 13 March 2014, CL 412

Members: Stephen Branz, Matthew Masucci (CASA), Simon Rodan (COB), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (H&A), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne

Guests: Engineering (Pat Backer), CHE 160B, 161, 165 (Greg Young), CE 150 (Juneseok Lee), CE 162 (Akthem Al-Manaseer), CE 165 (Kurt McMullin), BIOL programs (Elaine Collins, Miri VanHoven), ENVS 150 (Will Rusell, Lynne Trulio), FORL 25 (Damian Bacich)

- 1.0 Approval of Minutes (Feb 20): 5-0-0
- 2.0 Information Items –
  - 2.1 GE/AI/GWAR Guidelines; Final Reading (3/10/14) approved by Senate; still needs President's signature to become Policy (implementation date Fall 2014).
  - 2.2 Other?
- 3.0 GE/AI/GWAR Guidelines & Assessment
  - 3.1 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
  - 3.2 Restricting access to GE courses (eg, for majors) – when to permit or not; recent examples include ENGR 10 and NURS 138; recent inquiry about MATH 12
  - 3.3 New Assessment Schedules for Areas D2/3 & US 1/2/3 – **APPROVED (7-0-0)**
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes – **pending approval of revised GE Guidelines – for consideration 3/20/14**
  - 4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C in future)
  - 4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)
- 5.0 Review of New Course Proposals
  - 5.1 CHE 160B, 161, 165 (Chemical Engineering) – **Provisionally APPROVED (7-0-0)** for partial fulfillment of Areas S & V, with same conditions as earlier provisionally approved engineering programs
  - 5.2 CE 150, 162, 165 (Civil Engineering) – several concerns noted -- *Steve's NOTES:*
    - 5.2.1 **SB is missing the CHE 165 greensheet; not attached**
    - 5.2.2 **SB question** – why isn't CE 181 (Civil Engineering Systems) a part of the S & V package? See <http://info.sjsu.edu/web-dbgen/catalog/courses/CE181.html>
    - 5.2.3 **CE 150** is not indicated as part of the SV sequence – BSCE\_vFinal.pdf
    - 5.2.4 **CE 162 greensheet** not accessible-compliant
    - 5.2.4 **CE 165** – on greensheet (p 2), explicitly label SLOs 4, 5, 6 as Area V 1, 2, 3. – Project papers 1, 2, 3 (p 3) are excellent, as is K McMullin's Paper 3 assignment.

- 5.2.5 **CE 162** – Akthem Al-Manaseer and Pat Backer distributed sample group reports for CE 162; some concern about individual accountability for writing of group work
- 5.2.6 BOGS will continue consideration at Mar 20 meeting
- 5.3 BIOL-all concentrations (proposal to meet Area R within the major) – **APPROVED (7-0-0)** – Concerns from previous meeting all addressed
- \* Greensheets – **Versions 1** had defined capstone course for each major, but other two courses are not prerequisite; revised **versions 2** specify prerequisites so completion of sequence is now defined
  - \* practice & feedback for writing assignments needs better explanation, eg, all 3000 words appear to be final draft for BIOL 160
  - \* assignments to address pseudoscience
- 5.4 ENVS 150 (S) (course/department not represented at meeting) – PROVISIONALLY APPROVED (6-0-1) for AY 2014-15 offering; **(Finally) APPROVED (7-0-0)** – Concerns from previous meeting all addressed:
- \* SLO1 – content & linked assignments not focused enough on identities
  - \* Assignments – expand descriptions and assessment methodologies (eg, rubrics, other?)
- 5.5 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – **PROVISIONALLY APPROVED (6-1-0) for AY 2014-15 offering; currently late on agreement to submit revised proposal for full approval by Spring Break** – some concerns:
- \* Cynthia R had been working from the incorrect SLO list; will reformat according to SLOs in Guidelines
  - \* Inclusion of Integrative SLOs (to be assessed with the AAC&U VALUE Rubric)
  - \* More attention to Area R SLOs, in particular SLO 3
- BOGS will continue consideration at Apr 3 meeting
- 5.6 FORL 25 (C1/C2-9 units) (course/department not represented at meeting) – **Vote to APPROVE failed (0-6-1) but with encouragement to resubmit in Spring 2014 (for Spring 2015 first offering)** – Discussion time limited at Mar 13 meeting, but additional feedback given to Chair Bacich. Earlier concerns:
- \* explain expansion of 3-week modules to 5-week modules
  - \* Choice of languages – recommend (not require) inclusion of non-Western language
  - \* Arts Content Requirement (a) – “experience significant works of art in the classroom, and in performances or exhibitions” – Is online compatible?
- New concern:
- \* regroup & renumber SLOs to match those for Areas C1 & C2.
- BOGS will continue consideration at Apr 3 meeting
- 5.7 CA 60 (E) (Shannon Rose Riley) – **submitted to UGS 3/11/14; will consider during Spring 14**
- 5.8 MUSC 118 (V) (Gordon Haramaki, Janet Averett) – **Submitted Dec 17; consider Mar 20 as new course for Spring 2015**
- 5.9 MUSC 119 (S) (Gordon Haramaki, Janet Averett) – **Submitted Dec 17; consider Mar 20 as new course for Spring 2015**
- 5.10 GLST 143 (V) (Kate Davis) – **will submit for Apr 17<sup>th</sup> meeting**

- 5.11 GLST 167 (R) (Kate Davis) – **will submit for Apr 17<sup>th</sup> meeting**
- 5.12 GEOG 105 (S) (Kathrine Richardson, Kate Davis) – **will submit during Fall 14**
- 5.13 GEOG 110 (V) (Kathrine Richardson, Kate Davis) – **will submit during Fall 14**
- 6.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]
  - 6.1 ANTH – all courses reviewed; final letter pending discussion with department about courses – **Steve will draft memo**
  - 6.2 ENGL – revisions submitted – **Steve will draft memo**
  - 6.3 KIN – new submission – assigned to Andy – generally good with noted areas for improvement; **Steve will draft memo** based on feedback
  - 6.4 HUM – new submission – shared by “non-Andy” BOGS members – much discussion and many areas for improvement noted; discussion about assessment of integrated courses (AMS 1A/1B and Hum Hnrs; not collecting data as expected, but instructions unclear); continue discussion in Fall & invite key HUM faculty to meeting.
  - 6.5 GEOL – Rec’d Sept 13, 2013
- 7.0 Meeting Schedule for Fall 2013 (2-4 pm in CL 412 unless notified otherwise):  
Sep 5 (CL 122), 19, Oct 3, 17, 31, Nov 14, 21, Dec 5 (if needed)
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## Program Review: GE Component

A department's GE courses will be reviewed during the normal program planning cycle. There will be a new section in a department's self-study that addresses GE.

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  - b. Changes that the department has made to try to improve student success with respect to the GE SLOs,
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- (3) An appendix consisting of the annual course assessment forms.

BOGS then receives the GE section of the department's program planning self-study and reviews the materials on individual courses:

  - (1) Is the course consistent with the GE Guidelines?
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## **Board of General Studies**

### **MINUTES – 1400-1600, 20 March 2014, CL 412**

Members: Stephen Branz, Matthew Masucci (CASA), Simon Rodan (COB), Robin Love (Educ), Revathi Krishnaswamy (H&A), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne, Birsen Sirkeci (Engr)

Guests: Chi Nguyen (UGS), CA 60 (Chris Jochim), MUSC 118 & 119 (Gordon Haramaki)

- 1.0 Approval of Minutes (Mar 13 ): 4-0-0
  
- 2.0 Information Items –
  - 2.1 GE/AI/GWAR Guidelines; Final Reading (3/10/14) approved by Senate; still needs President’s signature to become Policy (implementation date Fall 2014).
  
- 3.0 GE/AI/GWAR Guidelines & Assessment
  - 3.1 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
  - 3.2 Restricting access to GE courses (eg, for majors) – **Pending** – when to permit or not; recent examples include ENGR 10 and NURS 138; recent inquiry about MATH 12
  
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes – **pending approval of revised GE Guidelines – for consideration 3/20/14**
  - 4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C in future)
  - 4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)
  
- 5.0 Review of New Course Proposals
  - 5.1 CA 60 (E) (Chris Jochim (for Shannon Rose Riley)) – Although there was consensus that this is a creative way to teach Area E, there were some details that BOGS would still like to see. Quite generally items marked Labwork and Group Projects have very interesting titles, but BOGS would like to see the assignments, or at least representative assignments, particularly in the topical areas relating to physiology in the GELOs. Other assignments/readings exploring physiology in the context of an Area E course may also be presented. This course is excellent at including lifespan issues. The social/cultural is very well covered. – Unfortunately, the coordinator is on sabbatical. Steve will work with the chair and if the additional items cannot be made available in Spring 14, a provisional approval will be considered through the month of September 14 (for an effective implementation date of Spring 15) in order to have these items submitted and evaluated by BOGS prior to a final vote (and in time for scheduling classes for Spring 15 as well).

- 5.2 Reconsideration of BIOL Area R (SLO 1) (Elaine Collins) – need to move from BIOL 155 & 156 to BIOL 115 in revised packages of courses for all degree programs. A slightly revised BIOL 160 greensheet with expanded coverage of pseudoscience, and a revised BIOL 115 greensheet showing assignments for SLO 1, are both included.  
**BOGS will continue consideration at the Apr 3 meeting**
- 5.3 MUSC 118 (V) (Gordon Haramaki) – A good fit for Area V, but SLOs not shown as in Guidelines and linkages to assignments can be made more explicit (via annotations documenting examples given at meeting). **BOGS will continue consideration once revisions are in hand.**
- 5.4 MUSC 119 (S) (Gordon Haramaki) – A good fit for Area S, but SLOs not shown as in Guidelines and linkages to assignments can be made more explicit (via annotations documenting examples given at meeting). **BOGS will continue consideration once revisions are in hand.**
- 5.5 Consider final ABET-Accredited Engineering programs for partial fulfillment of Areas S & V – CE 150, 162, 165 (Civil Engineering) – A vote to for approval failed **(0-6-0) = NOT APPROVED** – BOGS is willing to discuss this in more detail with the department, but - trying to not be prescriptive - they also wanted to make recommendations about what might be needed to achieve a successful proposal.
- review how other departments have INTEGRATED S & V assignments in a more seamless fashion, not just tacked them on to the existing courses and assignments
  - \* consult with S & V faculty (perhaps those who will be teaching the ENGR 195 A & B courses) to assist in creating this proposal
- 5.6 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – **PROVISIONALLY APPROVED (6-1-0) for AY 2014-15 offering; will submit revised proposal in Feb for full approval by Spring Break** – some concerns:  
\* Cynthia R had been working from the incorrect SLO list; will reformat according to SLOs in Guidelines  
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\* explain expansion of 3-week modules to 5-week modules  
\* Choice of languages – recommend (not require) inclusion of non-Western language  
\* Arts Content Requirement (a) – “experience significant works of art in the classroom, and in performances or exhibitions” – Is online compatible?  
\* regroup & renumber SLOs to match those for Areas C1 & C2.  
**BOGS will continue consideration at the Apr 3 meeting**
- 5.8 AFAM 2A/2B (D2/D3 + US1/2/3) (Ruth Wilson)  
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## Board of General Studies MINUTES – 1400-1600, 3 April 2014, CL 412

Members: Stephen Branz, Matthew Masucci (CASA), Simon Rodan (COB), Birsen Sirkeci (Engr), Revathi Krishnaswamy (H&A), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne, Robin Love (Educ)

Guests: BIOL Area R (Elaine Collins), FORL 25 (Jean-Luc DeSalvo, Damian Bacich), AFAM 2A/2B (Ruth Wilson), JS 25 (Bill Armaline)

- 1.0 Approval of Minutes (Mar 20): 4-0-1
- 2.0 Information Items –
  - 2.1 GE/AI/GWAR Guidelines; Final Reading (3/10/14) approved by Senate; still needs President's signature to become Policy (implementation date Fall 2014).
- 3.0 GE/AI/GWAR Guidelines & Assessment
  - 3.1 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
  - 3.2 Restricting access to GE courses (eg, for majors) – when to permit or not; recent examples include ENGR 10 and NURS 138; recent inquiry about MATH 12
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes – **pending approval of revised GE Guidelines – for consideration 3/20/14**
  - 4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C in future)
  - 4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)
- 5.0 Review of New Course Proposals
  - 5.1 CA 60 (E) (Chris Jochim (for Shannon Rose Riley)) – **pending submission of requested information before final consideration for Spring 15 first offering** (see Minutes from 20 Mar 2014 mtg) – **PROVISIONAL APPROVAL through September 15<sup>th</sup> meeting (4-0-1)** to permit scheduling for Spring 2015 (revocable if not approved by Sep 15).
  - 5.2 Reconsideration of BIOL Area R (SLO 1) (Elaine Collins) – **Vote to APPROVE (6-0-0) Area R for all degree programs in Biology (2 course sequences for each program) for the AY 2014-15, beginning Fall 2014.**
  - 5.3 MUSC 118 (V) (Gordon Haramaki, Janet Averett) – **Submitted Dec 17**; consider Mar 20 as new course for Spring 2015 – **BOGS will continue consideration at the Apr 17 meeting**
  - 5.4 MUSC 119 (S) (Gordon Haramaki, Janet Averett) – **Submitted Dec 17**; consider Mar 20 as new course for Spring 2015 – **BOGS will continue consideration at the Apr 17**

**meeting – Time Certain 2:15 pm**

- 5.5 FORL 25 (C1/C2-9 units) (course/department not represented at meeting) – **Vote to APPROVE (6-0-0) for Spring 2015 first offering** – if possible with in PeopleSoft:  
\* award 9 units of Area C credit for a grade of “C or Better”  
\* award 6 units of Area C credit (C1 + C2) for a grade of “C- or Below”  
\* **ACTION ITEM:** Steve will investigate and report back to BOGS
- 5.6 AFAM 2A/2B (new = D2/D3) (Ruth Wilson) – NOTE: US1/2/3 already approved –  
5.6.1 include all Area D2/3 and US1/2/3 SLOs on greensheets  
5.6.2 PROPOSED – revised set of abridged US1/2/3 SLOs for use on greensheets  
5.6.3 need to indicate (more explicitly) linkages between assignments and SLOs  
5.6.4 need to revise assessment schedules (based on a Spring 2015 Area D2/3 implementation)
- 5.7 JS 25 (D3) – **Vote to APPROVE (6-0-0) for Spring 2015 first offering.**
- 5.8 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – **PROVISIONALLY APPROVED (6-1-0) for AY 2014-15 offering; will submit revised proposal in Feb for full approval by Spring Break** – some concerns:  
\* Cynthia R had been working from the incorrect SLO list; will reformat according to SLOs in Guidelines  
\* Inclusion of Integrative SLOs (to be assessed with the AAC&U VALUE Rubric)  
\* More attention to Area R SLOs, in particular SLO 3  
**BOGS will continue consideration at the Apr 17 meeting**
- 5.9 GLST 143 (V) (Kate Davis) – **will submit for Apr 17<sup>th</sup> meeting**
- 5.10 GLST 167 (R) (Kate Davis) – **will submit for Apr 17<sup>th</sup> meeting**
- 5.11 GEOG 105 (S) (Kathrine Richardson, Kate Davis) – **will submit during Fall 14**
- 5.12 GEOG 110 (V) (Kathrine Richardson, Kate Davis) – **will submit during Fall 14**
- 5.13 Civil Engineering will NOT be submitting a REVISED Proposal (partial fulfillment of Areas S & V); they will instead eliminate some courses from the program and have students take the traditional Area S & Area V courses.

- 6.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]
- 6.1 ANTH – all courses reviewed; final letter pending discussion with department about courses – **Steve will draft memo**
- 6.2 ENGL – revisions submitted – **Steve will draft memo**
- 6.3 KIN – new submission – assigned to Andy – generally good with noted areas for improvement; **Steve will draft memo** based on feedback
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- 6.5 GEOL – Rec’d Sept 13, 2013
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Sep 5 (CL 122), 19, Oct 3, 17, 31, Nov 14, 21, Dec 5 (if needed)
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## Program Review: GE Component

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**Part II:** Continuing Certification and Assessment. For each GE course, the department submits the following:

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- (3) An appendix consisting of the annual course assessment forms.

BOGS then receives the GE section of the department's program planning self-study and reviews the materials on individual courses:

  - (1) Is the course consistent with the GE Guidelines?
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BOGS can either (1) continue to certify the course through the next program planning cycle or (2) seek clarifications or discuss its concerns with the department. When those concerns are resolved, then the course's G. E. certification is to be continued through the next program planning cycle. If its concerns cannot be resolved, then BOGS can recommend to the Committee on Curriculum and Research (C & R) that the course be decertified. C & R makes the final decision, and the department has the right to appear before the Committee. If a member of BOGS has voted on the matter when it was before BOGS, then he or she shall not vote on it again when it comes before C&R.



## Board of General Studies MINUTES – 1400-1600, 17 April 2014, CL 412

Members: Stephen Branz, Matthew Masucci (CASA), Simon Rodan (COB), Robin Love (Educ), Birsan Sirkeci (Engr), Revathi Krishnaswamy (H&A), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne

Guests: GLST 143 (Kate Davis), AFAM 2A/2B (Ruth Wilson)

- 1.0 Approval of Minutes (Apr 3): 6-0-1
- 2.0 Information Items –
  - 2.1 GE/AI/GWAR Guidelines; Final Reading of a *new* policy (4/14/14) (same as that approved by Senate 3/10/14 but with enrollment caps revised to remove the qualifier “must”; necessary modification to have the Provost recommend for President’s signature to become Policy (implementation date Fall 2014)); passed the Senate; awaiting President’s signature.
  - 2.2 Revising the WST (objective portion) – no time to discuss; will consider May 1 or May 8
- 3.0 GE/AI/GWAR Guidelines & Assessment
  - 3.1 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
  - 3.2 Restricting access to GE courses (eg, for majors) – when to permit or not; recent examples include ENGR 10 and NURS 138; recent inquiry about MATH 12
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes – **pending approval of revised GE Guidelines – for consideration 3/20/14**
  - 4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C in future)
  - 4.2 If revised Guidelines approved, AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)
- 5.0 Review of New Course Proposals
  - 5.1 MUSC 118 (V) (Gordon Haramaki, Janet Averett) – **Submitted Dec 17**; consider as new course for Spring 2015 – ***BOGS will continue consideration at a future meeting***
  - 5.2 MUSC 119 (S) (Gordon Haramaki, Janet Averett) – **Submitted Dec 17**; consider as new course for Spring 2015 – ***BOGS will continue consideration at a future meeting***
  - 5.3 GLST 143 (V) (Kate Davis) – **APPROVED (7-0-0) for Spring 2015**
  - 5.4 AFAM 2A/2B (new = D2/D3) (Ruth Wilson) – NOTE: US1/2/3 already approved – **APPROVED (7-0-0) for Spring 2015** (contingent on small changes to be sent to Steve)

- 5.5 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – **PROVISIONALLY APPROVED (6-1-0) for AY 2014-15 offering; agreed to submit revised proposal in Feb for full approval by Spring Break** – some concerns:  
 \* Cynthia R had been working from the incorrect SLO list; will reformat according to SLOs in Guidelines  
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- 6.0 Pending Course Proposals
- 6.1 CA 60 (E) (Chris Jochim (for Shannon Rose Riley)) – **pending submission of requested information before final consideration for Spring 15 first offering** (see Minutes from 20 Mar 2014 mtg) – **PROVISIONAL APPROVAL through September 15<sup>th</sup> meeting (4-0-1)** to permit scheduling for Spring 2015 (revocable if not approved by Sep 15). – NEW at this meeting = Representative assignment addressing physiology deemed insufficient. **ACTION ITEM: Steve will report to Chris Jochim**
- 7.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]
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## Board of General Studies MINUTES – 1400-1600, 1 May 2014, CL 412

Members: Stephen Branz, Matthew Masucci (CASA), Simon Rodan (COB), Robin Love (Educ), Birsan Sirkeci (Engr), Revathi Krishnaswamy (H&A), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne

Guests: HUM 177A/B (Cynthia Rostankowski, Chris Jochim), Elementary Languages (Damian Bacich)

- 1.0 Approval of Minutes (Apr 17): 6-0-0
- 2.0 Information Items –
  - 2.1 GE/AI/GWAR Guidelines (S14-5) – President’s signature 29 April 2014
- 3.0 GE/AI/GWAR Guidelines & Assessment
  - 3.1 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
  - 3.2 Restricting access to GE courses (eg, for majors) – when to permit or not; recent examples include ENGR 10 and NURS 138; recent inquiry about MATH 12
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units) – still need formal votes – **following approval of revised GE Guidelines – for consideration 5/8/14**
  - 4.1 More rigorous (intensive) disciplinary knowledge – STEM (& Area C in future)
  - 4.2 AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2)
- 5.0 Review of New Course Proposals
  - 5.1 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – **PROVISIONALLY APPROVED (6-1-0) for AY 2014-15 offering; agreed to submit revised proposal in Feb for full approval by Spring Break** – some concerns:
    - \* Cynthia R had been working from the incorrect SLO list; will reformat according to SLOs in Guidelines
    - \* Inclusion of Integrative SLOs (to be assessed with the AAC&U VALUE Rubric)
    - \* More attention to Area R SLOs, in particular SLO 3**BOGS will consider new material (particularly Area R) submitted for this meeting**
  - 5.2 Elementary Languages (C2) (Damian Bacich)
    - 5.2.1 CHIN 1A & 1B
    - 5.2.2 FREN 1A & 1B
    - 5.2.3 GERM 1A & 1B – will need SLOs and linked assignments for further consideration (7-0-0)
    - 5.2.4 JPN 1A & 1B
    - 5.2.5 SPAN 1A & 1B

- 5.3 MUSC 118 (V) (Gordon Haramaki, Janet Averett) – **Submitted Dec 17**; consider as new course for Spring 2015 – **will submit during Fall 14**
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- 7.0 Revising the WST (objective portion)
  - 7.1 Discontinuation of ACT objective portion of WST – ATTACHED RESOLUTION & page 5 (below) – **APPROVED (7-0-0)**
  - 7.2 Cut score for WST and whether to use local objective exam (or other supplement) to the WST essay (**May 8 meeting**)
- 8.0 Program Planning: GE Component (<http://www.sjsu.edu/ugs/courses>) – For a listing of programs that are schedule for review, please visit our program planning calendar: <http://www.sjsu.edu/ugs/links/PPtrackingcalendar> -- complete review and letters to departments that submitted Spring 2012. [Consider streamlining future reviews by assigning 2 (or 3?) BOGS members as subcommittees?]
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## **WST Resolution from the Writing Requirements Committee Referred to BOGS on April 28, 2014**

**Whereas** S95-5 states that “demonstration of competence in written communication shall be a requirement for graduation with any bachelor’s degree”, and that students may satisfy that requirement “either by passing an approved course or the examination designed to pass the CSU Graduation Writing Assessment Requirement (GWAR), an examination known as the Writing Skills Test (WST) at San José State University; and

**Whereas** the Writing Skills Test requires an essay component and a separate objective (i.e., multiple choice) component contracted out to ACT, Inc., and costs \$13.75 per exam to be scored by ACT, Inc.; and

**Whereas** ACT, Inc. takes 14-20 business days to report scoring on the objective portion while the graders from SJSU take only 5-10 business days to grade the essay exam; and

**Whereas** the ACT, Inc. delay in student scoring results in approximately 1200-1500 students annually not being able to register for 100W and SJSU Studies courses and therefore not being able to progress to degree; and

**Whereas** S95-5 states that the Writing Requirements Committee (WRC) “shall designate the score on the Writing Skills Test necessary to satisfy the Written Communication II requirement” (D.1); and

**Whereas** S95-5 states that “the specific form and content of the Writing Skills Test and the minimum passing score shall be approved by the Board of General Studies on the recommendation of the Writing Requirements Committee” (D.2); therefore

**Be it resolved** that the Writing Requirements Committee recommends that SJSU eliminate the ACT, Inc. objective portion of the Writing Skills Test; and

**Be it also resolved** that the Writing Requirements Committee, in consultation with appropriate units on campus (e.g., Testing Services, Undergraduate Studies, etc.), be charged with determining an implementation plan for the change in the WST, including the development of a timeline; and

**Be it also resolved** that the Writing Requirements Committee provide a separate recommendation to the Board of General Studies regarding a recommended passing score required on the WST to satisfy the Written Communication II requirement as per S95-5.

**The Writing Requirements Committee unanimously supported vote to eliminate ACT, Inc. objective portion of WST on November 1, 2013.**

**BOGS Approved (7-0-0) on May 1, 2014**



## Board of General Studies MINUTES – 1400-1600, 8 May 2014, CL 412

Members: Stephen Branz, Matthew Masucci (CASA), Robin Love (Educ), Birsen Sirkeci (Engr), Revathi Krishnaswamy (H&A), Jon Hendricks (COS), Kathleen McConnell (COSS)

Absent: Dennis Jaehne, Simon Rodan (COB)

Guests: HUM 177A/B (Cynthia Rostankowski, David Mesher, Brad Stone), AMS 1A/B (Scot Guenter)

- 1.0 Approval of Minutes (May 1): 4-0-0
- 2.0 Information Items – n/a
- 3.0 GE/AI/GWAR Guidelines & Assessment
  - 3.1 Defining Area B3 in GE Guidelines – **Pending** feedback and draft language from the COS Curriculum Committee.
  - 3.2 Restricting access to GE courses (eg, for majors) – when to permit or not; recent examples include ENGR 10 and NURS 138; recent inquiry about MATH 12
- 4.0 Strategies to reduce units of GE w/o waivers (to assist depts needing to lower to 120 units)
  - 4.1 More rigorous (intensive) disciplinary knowledge –
    - \* STEM B1, B2, B3 (& Area C in future) – Intensive Science was previously by petition; now set up under Category 2 Modifications in the new Guidelines to grant B1, B2, B3 credit to ALL students passing designated individual courses with “C or Better”
    - \* Area B2 credit based on 3 courses from B1/B3 Intensive Physical Science – ATTACHED RESOLUTION & page 5 (below) – **APPROVED (6-0-0)**
  - 4.2 AMS 1A/B to satisfy all Area C (9 units); currently only 6 units of Area C are satisfied (C1 & C2) (Scot Guenter) – **APPROVED (6-0-0)**
- 5.0 Review of New Course Proposals
  - 5.1 HUM 177A & 177B (R, S, & V) (Cynthia Rostankowski) – **APPROVED (6-0-0) for 2 years (AY 2014-15 & AY 2015-16)** – Conditions & recommendations:
    - \* Must reapply for permanent status AY 2015-16 and beyond
    - \* No extensions next time; all approvals due by Dec 20, 2015
    - \* BOGS willing and interested in giving feedback anytime prior to the resubmission

- 5.2 Elementary Languages (C2) (Damian Bacich) – **No time; carry over to Fall 14**
  - 5.2.1 CHIN 1A & 1B
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  - (2) Is assessment allowing or supporting improvements to instruction?
  - (3) Are there lessons from the course for GE at SJSU?

BOGS can either (1) continue to certify the course through the next program planning cycle or (2) seek clarifications or discuss its concerns with the department. When those concerns are resolved, then the course's G. E. certification is to be continued through the next program planning cycle. If its concerns cannot be resolved, then BOGS can recommend to the Committee on Curriculum and Research (C & R) that the course be decertified. C & R makes the final decision, and the department has the right to appear before the Committee. If a member of BOGS has voted on the matter when it was before BOGS, then he or she shall not vote on it again when it comes before C&R.

## **Satisfying GE Area B2 with sets of non-GE Intensive Science Physical Science Courses**

- Whereas **The SLOs for B1 and B2 are identical;** the content objectives provide the difference...  
**Students should be able to:**
- 1. use the methods of science and knowledge derived from current scientific inquiry in life or physical science to question existing explanations;**
  - 2. demonstrate ways in which science influences and is influenced by complex societies, including political and moral issues; and**
  - 3. recognize methods of science, in which quantitative, analytical reasoning techniques are used;**
- and
- Whereas The 2014 GE Guidelines (Modifications, Category 2) codify the historical permission for Intensive Science to satisfy either B1, B2, and/or B3 with courses in those disciplines;  
and
- Whereas All Engineering degree programs and most Science programs have been granted B2 historically but without ever pointing to a reason why AND individual students would lose that GE Area if they switched to a non-STEM major; and
- Whereas Any GE modifications should be associated to the course(s) taken and not the major degree program the student is enrolled in; and
- Whereas It is apparent that most Intensive Science classes easily exceed the criteria to satisfy SLOs 1 and 3; therefore be it
- Resolved That Area B2 may be satisfied under a 2014 Guidelines Category 2 Modification to permit a 2-course sequence (e.g., PHYS 50 & 51, or PHYS 2A & 2B) and a third course from a different science department (e.g., CHEM 1A), this course package being deemed to have demonstrated sufficient breadth of understanding of science and the methods of science to meet Area B2 and to have done so with a minimum of 2 units of lecture and 1 unit of lab for each of the three courses in the sequence; and be it further
- Resolved That BOGS may periodically review the list of acceptable courses for automatic approval and that other courses may be deemed acceptable by individual petition to the Associate Dean of Undergraduate Studies.
- Approved by BOGS: 6-0-0 (May 8, 2014)  
Present: Branz (non-voting), Masucci, Love, Sirkeci, Krishnaswamy, Hendricks, McConnell  
Absent: Jaehne, Rodan

## WST Resolution from the Writing Requirements Committee Referred to BOGS on May 2, 2014

**Whereas** The existing WST consists of an essay portion and an (ACT) objective portion with the following determination of PASS or FAIL (see <http://testing.sjsu.edu/wst/wstscores/index.html> for more details); and

Essay Score	Objective Score	Result
12	50-75 (full range)	Pass & Waiver Eligible *
11	69-75	Pass & Waiver Eligible *
11	50-68	Pass
8-10	50-75	Pass
7	60-75	Pass
6	63-75	Pass
All other combinations of scores		Fail
* Waiver Eligible means you will be able to waive the 100W course if your department allows it. Check with your major/faculty advisor for details.		

**Whereas** The ACT Objective Portion of the WST will be phased out (per Resolution approved by BOGS May 1, 2014), and only the essay portion will remain to determine if a student has passed or failed the WST; and

**Whereas** The WRC devoted considerable time and attention in AY 2013-14 to discussing the implications of determining the most appropriate passing score if depending solely on the essay component of the WST; and

**Whereas** S95-5 states that “the specific form and content of the Writing Skills Test and the minimum passing score shall be approved by the Board of General Studies on the recommendation of the Writing Requirements Committee” (D.2); therefore be it

**Resolved** That the following passing and failing scores be adopted and phased in with an effective date no later than Fall 2015; and be it further

Essay Score	Result
12	Pass & Waiver Eligible *
11	Pass & Waiver Possible **
7-10	Pass
6 or below	Fail
* Waiver Eligible means you will be able to waive the 100W course if your department allows it. Check with your major/faculty advisor for details.	
** Waiver Possible means you may be able to waive the 100W course if your department allows it. Check with your major/faculty advisor for details. The WRC will study whether to require additional documentation for a score of 11, and will make a final determination in Fall 2014.	

**Resolved** That a subcommittee of the WRC will explore the possibility of a Special Sessions course (likely a 1-2 unit course) for those students needing additional help with writing skills (particularly those who fail the WST), and that this course will be in addition to the 3-units ENGL and LLD 100A courses, which (1) are designed for those students with the lowest WST scores and (2) do not have the capacity to serve all students who fail the WST.

**The Writing Requirements Committee voted (7-1-3) to approve these new passing and failing scores for the WST on May 1, 2014.**

**BOGS Approved (6-0-0) on May 8, 2014**